March-April 2009

Electronic Birth Registration Newsletter

DHHS - State of Nebraska

Contacts:

* **Help Desk:**
  Software problems
  402-471-8275

* **Birth Desk:**
  Diana at 402-471-0907 or
  Diana.Yeager@
  Nebraska.gov

* **Birth Registration
  Supervisor:** Eli at:
  402-471-0924 or
  Edilma.HimOsorio@
  Nebraska.gov

* **Vital Records**
  P O Box 95065
  Lincoln, NE 68509

*   Or

* 1033 "O" St, Suite 130
  Lincoln, NE 68508

* 402-471-2871

* **Vital Records Website:**
  www.dhhs.ne.gov/
  vitalrecords

* **EBR log on name:**
  contact Jackie Fairbanks at
  402-471-0919 or
  Jackie.Fairbanks@
  nebraska.gov

* **Birth defect log on name:**
  contact Nila Irwin at
  402-471-0354 or
  Nila.Irwin@nebraska.gov

Electronic Birth This and That

From the Birth Registration Supervisor Desk

Thanks to all of you that have contacted our office to update your email address. Keep them coming.

If you have any questions you want included in our Q&A section of our new subscription webpage, please email them to me. Edilma.HimOsorio@Nebraska.gov

About Tildes

The **tilde** is a "grapheme" (graphic symbol) with several uses. The name of the character comes from Spanish from the Latin "titulus", meaning a title or superscription, though the term "tilde" has evolved in that language and now has a different meaning in Linguistics.

The Nebraska Birth Electronic Software has the capability of the application of "Tildes" or special characters.

Here are the short cuts: (use the number pad)

ALT + 160 = á	ALT + 130 = é
ALT + 161 = í	ALT + 162 = ó
ALT + 163 = ú	
ALT + 164 = ñ	ALT + 165 = Ñ
ALT +0193= Á	ALT + 0201 = É
ALT + 0205 = Í	ALT + 0211 = Ó
ALT + 0218 = Ú	

You can also type the letter you need the special character on and press SHIFT + TILDE KEY (located next to the #1 key) until you find the tilde needed. With Hispanic names, this is a great tool.

Birth Help Desk Tips:

When entering names do not add extra spaces. A child's birth certificate may be rejected by Social Security Administration if they find extra space characters between names

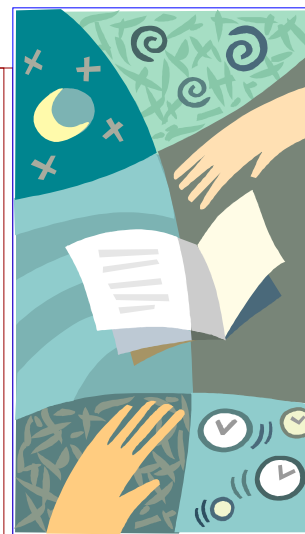**Suffix**: Do not add periods or commas after the suffix. Example:
Wrong way: Jr. or Sr.
Right way: Jr or Sr
Wrong way: 1 or 2 or 3
Right way: I or II or III

Entering Hospital Comments: Do not save before you enter the comments. You need to enter "**Y" on the Hospital Complete box,** and the comment box field will open for you to type your comments. After your comments have been entered then you can click on **save**. If you save the record before entering comments you won't be able to type on the Hospital comments box. Comment box is a great tool for hospital clerks and the Vital Records office to exchange any extra information on a record. This is where we place comments when a record is rejected back to the hospital.

**DHHS:
Helping People Live
Better Lives**

Middle Names: When entering the child's middle name do not enter just an initial. If parents insist on registering their child with a single letter as the middle name make sure you type this information on the comments box. If the child has no middle name please leave blank and enter comments too.
From Mark Miller's Desk: You may have noticed when printing, the printer's name appears as a drop down. We have had some issues with printers getting crossed. This will allow you to make sure you have the correct printer. If you don't see your user ID as part of the printer name, call the help desk immediately 402-471-8275

From the Birth Registration Desk

Birth certificates need to be proofread before saving to send to the State Queue. We have frequent calls from parents wondering why their child's certificate has mistakes. If the child's age is 30 days or less we can correct obvious errors of transposition of letters in words of common knowledge. After this period and depending on the kind of errors or omissions made, corrections may need to be completed by amending the record. This involves time and money spent by the parents and the hospital.

We also have mothers saying that they never told anybody at the hospital they were legally married. In Hispanic countries common law marriages are very "Common" so if you live with a man he is your "Marido" and they consider him their husband. In reality they are not legally married. When they come to Vital Records, we usually ask if they are **legally married.** We have to be specific about asking if they were married by a judge, pastor, priest, etc, here in the USA or in their country. Many times their answer is no, but on the birth record was recorded they were married.